

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES
October 8, 2015

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4:00 p.m. at Fire Station #9 located at 3001 East Alameda on the 8th day of October, 2015, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT:	Members Keith Allen, Joan Goth, Lea Greenleaf, Bill Scanlon, David Wilson and Chair Eddie Sims
ABSENT:	Matthew Leal, Mike McIlvoy
COMMITTEE LIAISONS:	Robert Wasoski, FOP (absent) Ryan Carter, OU (absent) IAFF (position vacant)
STAFF PRESENT:	Suzanne Krohmer, Budget Manager Jim Bailey, Deputy Fire Chief Major JD Younger, NPD Capt. Todd Gibson, NPD Sgt. John Stege, NPD
OTHERS PRESENT:	Zishan Mahmood, Citizen Roger Gallagher, Citizen

Item 2, being:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF SEPTEMBER 10, 2015.

Member Greenleaf wanted to make a correction to the minutes. On Item #4, page 3 of the September 10th minutes discussing the radio system, we need to change “B25” to “P25”. Member Greenleaf then moved that the Citizens Public Safety Oversight Committee minutes of September 10, 2015, be approved as amended, which motion was duly seconded by Member Scanlon;

and the question being to approve the Citizens Public Safety Oversight Committee minutes of September 10, 2015, a vote was taken with the following result:

YEAS:	Members Keith Allen, Joan Goth, Lea Greenleaf, Bill Scanlon, David Wilson and Chair Eddie Sims
NAYES:	None

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee minutes of September 10, 2015, are approved.

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Chair Sims said we will make an agenda amendment to discuss item #8 next.

ITEM 8, being:

POLICE DEPARTMENT OVERVIEW OF LEXIPOL POLICY MANAGEMENT PROGRAM

Sergeant John Stege gave the presentation and a comparison between Lexipol and CALEA. He said the Chief wanted to look at a different way to get into the national standards for police departments. When researching national standards for police departments, one of the big ways is an accreditation program called CALEA which stands for Commission on Accreditation for Law Enforcement Agencies. We are currently accredited through the Oklahoma Association of Chiefs of Police (OACP) but that is a state program instead of a national one. We took a different track. Most accreditations address standards by saying you have to have standards they don't tell you what those standards are. We found Lexipol which is a policy writing consulting firm. Lexipol is a national standards and it is in line with federal and state statutes and case law. It provides industry based practices and standards. Lexipol is a little more expensive than CALEA each year. It is \$17,450 per year versus CALEA's \$5,000 per year cost to be accredited plus a \$6,000 per year subscription. The funding source is not from the Public Safety Sales Tax. The Chief wanted to show the Committee how we were going to get a national standard. Even though we are using Lexipol we will maintain our state accreditation. We are reaching out to a national firm that helps us draft industry standards. The administration manpower needed is less with Lexipol compared to CALEA. Three people are needed instead of one for just monitoring the standards. Lexipol has a better tracking system of federal courts and laws and uses less manpower.

Chair Sims asked if it was defensible.

Stege said yes. They work with legal and customize your standards, and send justifications such as "this is federal law" and you can't change it.

Member Greenleaf asked is there something specific that makes Lexipol better for Norman than CALEA?

Stege said CALEA doesn't give us anything Lexipol doesn't. CALEA just gives us something we can hang on a wall.

Member Greenleaf asked both of them as opposed to nothing at all, since we have an in house Legal department, what is the advantage of either agency versus no policy and no plaque?

Stege said policy is basically standing orders that explain, inside and outside the agency, what is expected of us, how we accomplish our mission. It's open communication about what we do. What we currently have is an operation's manual which is blurred policies with procedures and tactics and what that does is turn our tactics or procedures into violations of law. It criminalizes some activities that are really just training standards as opposed to policy standards. Since those are blurred we are not going to release that because now we are giving up our tactics on how we respond to certain

situation to bad guys. By separating that, policies can become a public document that can be released. Lexipol is separating that.

Chair Sims asked when we purchased this?

Stege said we purchased this at the end of July, early August and should be implemented in January. Currently the unions are on board. The purpose is to clearly define policy content and what is a violation of order. CALEA is more in line with OACP and CALEA is national so you get national recognition. We are a state agency. Several state laws were revised last November. If it is not a national standard, CALEA doesn't touch it. Lexipol would include any requirements and changes to Oklahoma state laws. Lexipol is new to Oklahoma. OMAG (Oklahoma Municipal Assurance Group) paid Lexipol to write a master document for the state agencies of Oklahoma.

Member Greenleaf asked if officers will need to be retrained for standards

Stege said there will be some of that. With the Lexipol subscription, there is daily training, about five minutes, that hits policies that are highlighted or high risk. Officers are reviewing and expected to read the policies as they are published as they are now.

Chair Sims said it is a well invested amount of money with all the scrutiny of law enforcement in the country right now.

Stege said it brings us in line with the entire law enforcement community in a variety of states. Almost all the west coast states are using Lexipol, that is where it started.

Chair Sims asked if we can do a press release when this will be fully implemented. I would think that the community should know all the rationale of the expenditure and all the positives it brings. He asked if other metro agencies were pursuing this.

Stege said Tulsa and Oklahoma City are not. Every agency insured by OMAG has to be required. That's over 100 agencies. We will start making our policies available to the public, currently we are not because they include procedures that are not open for the public. In the press release we would say we have separated it finally - our policies from our procedures. This helps us with transparency.

Chair Sims asked if we can do a press release to announce that the City of Norman is the first in Oklahoma to be accredited. The more positive things we can release about law enforcement the better off we are.

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ITEM 3, being:

MONTHLY UPDATES

Finance Report

Suzanne Krohmer presented the Monthly Detailed Finance Report. Pointed out that in the Police Department Staff Services Division, there is a big capital equipment expenditure of \$321,000 and that is for a payment to New World as part of the CAD/RMS system software package.

Member Greenleaf asked when it was going to be paid off.

Krohmer said there is about half a million left of their original contract.

Major Younger said all funds are encumbered but won't be implemented until July of next year.

Member Greenleaf had several questions regarding expenses. He asked about the percent used column. He also asked about software encumbered for \$15,000.

Krohmer said that was tied to software carried over from 2-3 years, and not related to New World.

Greenleaf said he sees two different areas that say fire arms. The difference between the operating "Firearms and Ammunition" account and the "Fire Arms" capital account were explained. He asked about the debt service expense. Krohmer reminded the Committee that it was for the revenue bond that was issued in order to finance the PSST II objectives before the actual revenue from the tax was received. Greenleaf asked about the Design Capital Project expense. Krohmer said that was what was budgeted for the design of the EOC Center.

Fire Department

Deputy Chief Bailey said we are at the biggest station in Norman. One of the tankers we recently purchased and one of the rescue boats are here to look at during the tour. The 100 foot platform vehicle contract will be on the agenda for the City Council meeting on the 27th. It will be built in six to nine months. We took a crew out on Lake Thunderbird for boat training. Next month we will send 24 to Texas for swift water rescue training with the boats.

Chair Sims asked Bailey if he anticipated any opposition to the platform truck.

Bailey said no. We need the platform for the ISO rating. We are replacing an 85 foot snorkel with boom. The boom was purchased in 1969 and moved to a different fire truck in 1998. The boom has fractures. We are not donating it to anybody.

Police Report

Capt. Gibson made presentation. Community policing efforts included last Tuesday's National Night Out. There were 53 parties and had great turnout. We also facilitated a United Way cookout. Anti-bullying efforts – we taught 1,750 3rd graders. We also had the United Way Day of Caring team. We partnered with the BNSF railroad called "Operation Lifesaver" to raise train safety awareness. The next Coffee with a Cop on Monday will be at La Baguette on West Main.

E-ticket writers were deployed with four of our traffic officers. Averaging 3 to 4 minute traffic stops now which is a decrease from the average 7 minute traffic stop. This increases the efficiency to allow the officers to do other activities.

We notice all of the PD signs of support distributed throughout the community and appreciate that. It's a difficult time in law enforcement, but good things are coming from it by showing appreciation to officers.

Member Allen asked about the recent article on Uber and Lyft. What is the City doing about Uber and Lyft. Is it legal, illegal? In my opinion it's the greatest thing to lower the number of DUIs.

Uber versus taxis and the licensing of these companies is the issue with the City. I know that it is technically illegal now, but when will it be legal? There is a state law on it, but no one seems to know where we are at. Maybe at the next meeting can we have someone from Legal to update us on the City's stance and legality on Uber. Is it illegal? We need clarification.

Member Greenleaf said he has been to a couple of the Coffee with a Cops and encourages other member of the Committee to attend. They are advantageous for the community members to attend and watch the interaction between the police and citizens.

Member Scanlon said he heard people asking records where they can buy one of the PD support signs and he told them Roger.

Citizen Gallagher said we have 125 short from having 800 signs distributed. If anyone wants a sign call 329-4395 and leave me a message. He does not mind giving out his personal home number to the public.

Member Scanlon said last month he talked to Lt. Shawn Hawkins about the juvenile intervention and there were four interviews of families that were interested in participating in the program as a result of a press release.

Member Greenleaf said last week at the Norman Prayer meeting for officers people need to see more and more about the positive effects of the Police Department activities. The press usually only reports the bad things.

Captain Gibson said our new Public Information Officer, Sarah Jenson, is getting on board and will be issuing press releases like that.

Member Greenleaf wants to invite her to our next meeting. Why are collections being taken for dog vests and bike sirens from the public? Why are they not being purchased from the PSST fund?

Major Younger said those two specific topics were brought directly to us by people who wanted to donate. They asked if they could donate money, what do you need, and we replied bicycle sirens and dog vests. Those with specific interests said I want to buy bicycle sirens or dog vests. All the dogs now have vests. These could have been asked for in the budget process, but it's a priority issue.

Member Scanlon said the sirens came about by a comment made at the last meeting that it would be nice to have these and two of the members decided to donate. Another member said he could solicit donations, and it kind of came from that.

Member Greenleaf said he has had questions from people about the donations and asked why PSST funds weren't used. Members reminded him that the PSST funds are already spoken for and have a specific purpose.

Member Greenleaf said that police officers are paying for, chipping in for the American flag in front of the Police Department and thinks that it is ridiculous.

Major Younger reminded the Committee of the budget request process and said all departments are competing for the same capital funds. Needs are not going unheard. It's a priority issue.

Member Allen asked how much a bicycle siren is.

Major Younger said \$250 and we bought nine with the first donation and have donated funds for three or four more.

Chair Sims said press releases should be made discussing the citizen donations.

Member Allen said we have to be careful about using the PSST money. The donations are a great way for the community to be involved.

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ITEM 4, being:

PHASE II RADIO CONSULTANTS AND RADIO SYSTEM UPDATE

Major Younger discussed and said that on September 22, City Council approved the consultant TUSA for the radio phase II project. They are a big player in the industry. Last week we had a project kickoff meeting with the project engineer. They toured all of the facilities and looked at our existing infrastructure. They also examined the Phase I report from RCC. Different engineers from TUSA are assisting Oklahoma City. The next step is the construction of an RFP and then ready to let first of next year. As a part of the process we will be meeting with the primary users (OU, County, Hospital, City of Oklahoma City). We will involve the different City departments too to look at needs.

Chair Sims asked if we were going to talk to the City of Moore.

Major Younger said yes, some partners are with OK WIN radio system. If you border us, then we will probably talk to you.

Member Greenleaf asked if our timelines coincided with Oklahoma City's to increase purchasing power.

Major Younger said no, the timelines will be off. Oklahoma City will be updating existing foot prints. We need to build infrastructure, Oklahoma City doesn't. They have towers, we don't. We might need six or eight towers. We need a certain level of autonomy to ensure operational capacity. We need to be careful working with different partnerships. We look at combined purchase power benefits. A typical tower is 300 – 400 feet, most cell towers are less than 200 feet and you need more

of them. The higher the tower, the broader the reach. There is a balance to making decisions about the towers.

Member Greenleaf said it takes about 18 months to get a tower up.

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ITEM 5, being:

COMMUNICATIONS STAFFING

Chair Sims said there was a concern about the shortage of Communications staff.

The City previously had three part-time Call Takers. Major Younger said one of those has now been reclassified to a full-time position due to recruiting issues. We have also restructured the Communications Officer's titles into I's and II's to allow for better career progression. It will improve the attraction of the positions and training processes.

Deputy Chief Bailey said the dedicated Call Taker positions help the Communication Officer Dispatchers and EMSTAT employees.

Member Scanlon asked if the reclass will solve the problem.

Major Younger said no, the problem will not be fixed tomorrow, the hiring process and training takes months.

Chair Sims said that this was not a fix, but it would help. He suggested a future meeting with the Communication Manager, Lance Terry, to look at dispatch in December or next spring and see how the communication system works and explore the needs. Look at the positives and the negatives of the system and make recommendations if appropriate.

Member Allen discussed an actual scenario he encountered Saturday night near his business. He said there was a lack of good communication. You could hear the confusion going on with the dispatchers and they were probably short-handed. The officers thought there was a problem at my place and the issue was three hundred feet away. That's what happens when you have bad communication.

Chair Sims said 911 is a link between the community and the responders. When there is not adequate resources it is an issue for the responders and the community. The Committee can make a recommendation for the next budget process.

Member Allen said you can't hire sixty new officers and not hire the infrastructure to go with it.

Chair Sims said we will continue that as a monthly update item.

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ITEM 6, being:

UPDATE ON MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF NORMAN AND NORMAN PUBLIC SCHOOL DISTRICT FOR THE SCHOOL RESOURCES OFFICER PROGRAM

Krohmer said the City Manager and the School Superintendent met last Friday to work over some details and will have one more meeting in a couple more weeks. No final decisions have been made yet.

Member Allen asked we are supposed to kick this off next fall, right.

Major Younger said July first is the actual implementation date for the officers to be on the ground.

Member Allen asked they're going to be both at the high school and middle school right?

Chair Sims said we hired six the first year plus the supervisor.

Krohmer said five plus the supervisor.

Major Younger said for the first year we will have two at each high schools and one rover for the middle schools.

Member Allen said I think we need to really push getting at least one SRO in each middle school sooner. The problems are getting rougher.

Member Wilson said wasn't the original talk to have an officer at each middle school and a rover for the elementary schools?

Member Allen said yes it was the second year, it got pushed back. I think we need an officer in each middle-school in the first implementation of the SRO program. I think we have a lot of problems in the middle schools.

Member Scanlon said it's not the same as having an officer on site but that's where Shawn Hawkins focus is with the intervention program, the middle schools first. He has met with all four of the principals and guidance counselors involved to identify problems.

Chair Sims Do you know when there will be a draft of the MOU available for the Committee?

Krohmer said an agreement should be available by the end of this calendar year.

Member Allen said at the next meeting I would like to discuss pushing up the middle-school implementation by at least a half a year. In August start at the high schools and in January move the five into the middle schools. Is there even a security guard at the middle schools?

Major Younger said no, there is not now. Starts in August and we will move the five in to replace the current service provided by the schools. Six officers will be scheduled in fiscal year 2018, hired in fiscal year 2017 as backfill.

Chair Sims asked what's going to happen to the Norman school officers? At first they might continue for the next year. Is that still being considered? Could we move the current officers to the middle schools until those are filled?

Major Younger said No, it is a funding issue. The money they our using for the program as a funding partner is going to replace their current officers. NPS has identified some potential positions within the school system for those officers.

Member Allen said we need two or three rovers instead of one. I think we should pursue this at a much faster pace. I think our NPS is going to be overwhelmed; there is a lack of money from the state.

Chair Sims said at the next meeting in November, can we invite needed staff to discuss this?

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ITEM 7, being

UPDATE ON POLICE DEPARTMENT VIDEO CAMERA SYSTEM AND USE POLICIES AND HOUSE BILL 1037

Major Younger said the Policy component of this is moving forward. There are issues with the vendor. The selected vendor was acquired by another company.

Chair Sims said I thought the Chief said at the last meeting all issues were solved.

Member Greenleaf said the Chief said the chosen vendor was going to fulfill the contract.

Major Younger said that was 100% true at the time.

Chair Sims said let's update this at the next meeting.

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Chair Sims said he was going to skip item 9 after we adjourn from the meeting and go to item 10.

ITEM 9 being:

TOUR FIRE DEPARTMENT AND SEE NEW EQUIPMENT

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ITEM 10 being:

ESTABLISH AGENDA TOPICS FOR THE NEXT NOVEMBER 12TH MEETING

Consensus of the Committee to have the following items discussed:

- Update on Radio Consultants and radio system
- Update on MOU between City of Norman and Norman Public Schools
- Communications Staffing
- Update on police video camera system
- Discuss the legality of Uber and Lyft services

Member Scanlon added the intervention program and I think Shawn Hawkins should be a part of that discussion.

Member Greenleaf asked if everyone was up to date with the Norman North High School by now.

Major Younger said the Lieutenant put in charge of the SRO program has already established a great relationship with Dr. Siano and Dr. Liesenfeld.

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ITEM 11 being:

MISCELLANEOUS COMMENTS

None

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ITEM 12, being

ADJOURNMENT

Member Greenleaf moved that the Citizens Public Safety Oversight Committee meeting adjourn, which motion was duly seconded by Member Scanlon;

and the question being to adjourn the Citizens Public Safety Oversight Committee meeting, a vote was taken with the following results;

YEAS:	Members Keith Allen, Joan Goth, Lea Greenleaf, Bill Scanlon, David Wilson and Chair Sims
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NAYES:	None
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Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee adjourned at 5:20 pm.